



# Weddings

A preparation checklist for the Bride & Groom



First Lutheran Church

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**"And the peace of God, which surpasses all understanding,  
will guard your hearts and minds in Christ Jesus."  
Philippians 1:7**



**Congratulations!**

What an exciting time this is for you as a couple. You've decided to be married, share sacred vows with one another, have friends and family come together to bless you, and most importantly, to have God be the center of your marriage. It is our hope and prayer for you that this time of preparation is full of joy, learning, and deepening faith in God who has brought great love into your life.

It is our prayer that your connection to each other will continue to grow in the months and years ahead. We'll be praying for you in the midst of all the preparations; we'll be praying for you as your wedding day arrives; and we'll continue to be here and pray for you in the joys and sorrows that life will bring you along the way.

We encourage you to worship together, share your gifts with this place, and explore the many opportunities available to you.

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This booklet is designed to help you prepare for your wedding day at First Lutheran Church. It provides information on all the steps necessary to make your wedding a wonderful milestone of life and faith. Kindly review the booklet in advance of your meeting with the pastor and staff.

The pastors, staff, and congregation consider it our joy to participate with you in this most exciting time in your life! May God be glorified in all the preparations for your wedding and new life together.

A handwritten signature in black ink, reading "Jason Burggraff". The signature is fluid and cursive, with the first name "Jason" and last name "Burggraff" clearly distinguishable.

Pr. Jason Burggraff  
Senior Pastor

*Please note: We have made every effort to be comprehensive with the material in this booklet. However, situations may arise that need further clarification. Thus, we reserve the right to modify these guidelines at any time.*

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# Wedding Contacts at FLC

## Direct Dial: 605-339-1983

### Senior Pastor

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### Director of Worship & Music

**Zachary Brockhoff**

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### Wedding Coordinator

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# Wedding Planning Timeline

**Meet with Director of Worship and Music 4-6 months before wedding**

- Discuss and choose music and/or soloists

**Bride and Groom book date, pay \$250 deposit for church**

**FLC will contact couple with pre-marital counseling information**

**Meet with Wedding Coordinator 4-6 months before wedding**

- Assigned coordinator will meet and discuss your general plans for the ceremony

**Meet with Pastor 3 months before wedding**

- Discuss and plan wedding service details
- Share your story



### **License, payment, and bulletins due 2 weeks before wedding**

- Five bulletins provided to church
- Final payment made
- License obtained

### **Rehearsal Friday night**

- 4 or 4:30 p.m. at church
- All participants must be present



### **Wedding Day!**

- Church open for 4.5 hours including set-up, photos, ceremony, and tear-down

# Scheduling Wedding Date, Time

Regular wedding times at FLC are Saturdays at 3 p.m. or 7 p.m. Weddings are available to members and non-members.

These times can be negotiable within an hour of the time depending on the availability of the Sanctuary.

Friday ceremonies may be considered. Please contact First Lutheran Church to guide you through the initial process.

Please keep in mind seasonal paramment colors and worship decorations in the Sanctuary are used to signify the season of the church year. **These cannot be changed to accommodate wedding colors.**

Your preferred wedding date may fall during a time of year at FLC that may be busier or hold more significance. For these reasons, FLC reserves the right not to schedule weddings during the following times:

- New Year's Eve
- New Year's Day
- Holy Week (week before Easter)
- Easter weekend
- Memorial Day
- Independence Day
- Labor Day
- First weekend after Labor Day (Sidewalk Arts Festival)
- Fourth Sunday in September (Quilt Sunday)
- Last weekend in October (Reformation Sunday)
- First weekend in November (fall Bazaar)
- Thanksgiving
- Christmas Eve
- Christmas Day

# Fees

Sanctuary wedding .....	\$1000
(includes building fee, wedding coordinator, custodian, and soundboard operator)	
Lead Pastor .....	\$400
Assisting Pastor.....	\$200
Organist/Pianist .....	\$200
Organist/Pianist at rehearsal (if requested) .....	\$100
Livestream + DVD service (*if requested).....	\$250
Deposit (paid at time date is reserved) .....	\$250

*\$500 in-kind gift provided toward wedding fees for current FLC members*

All fees are to be paid in full at least two weeks prior to the date of the wedding. Couples can pay on our website or drop off payments at the church. The deposit amount will be credited to the final total at that time.

*\*Live streaming and DVD services are available upon request. They must be requested two months prior to the ceremony to ensure availability of staff needed.*

## Counseling Fee

As pre-marital counseling is required, First Lutheran will provide contact information for suggested counselor. Fee to be determined and paid directly to counselor.

## Wedding Bulletins

You may wish to print bulletins with the order of the ceremony. FLC does not provide printing services. If you choose to provide bulletins for your guests, please obtain approval of the bulletin from the presiding pastor in advance of the printing. Please also provide five copies to the church no later than two weeks before the wedding.

# Wedding Coordinator

A wedding coordinator is required for all sanctuary weddings. Approximately four-six months before the date of the wedding, a coordinator will be assigned for your wedding. The coordinator will assist in your general plans for the wedding ceremony and will guide you through the details for the rehearsal and wedding day.

If you are planning a sanctuary wedding, the wedding coordinator will lead the wedding rehearsal and be present on the day of the wedding. Seven hours of wedding coordinator time will be provided in your wedding fees. Typically, the time is set as follows:

- 1 hour coordination meeting
- 1.5 hours rehearsal night coordination
- 4.5 hours wedding day coordination

Any time needed outside the allotted 7 hours will require an additional \$25/hour fee.

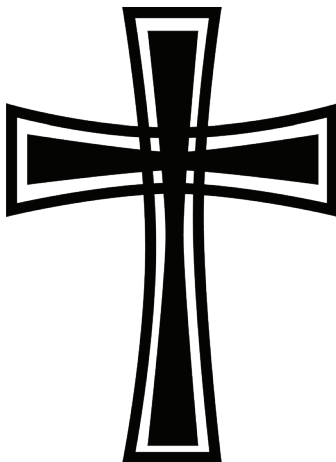
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## Pre-Marriage Counseling/ Meeting with the Pastor

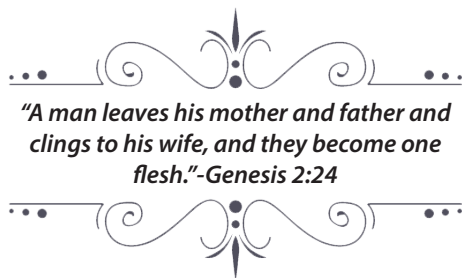
All couples married at First Lutheran Church are required to participate in pre-marital preparation. This allows couples to gain knowledge and skills to ensure an enriched marriage.

Approximately three months before the wedding, the couple will meet with an FLC pastor, who will discuss your relationship, marriage, and faith in Jesus Christ, as well as guide you through planning the wedding service. This will be scheduled through the church. If you live away from the Sioux Falls area prior to the wedding, alternative arrangements can be considered. First Lutheran will provide contact information for suggested pre-marital counseling.

Guest pastors, ministers, or priests are welcome to be a part of the service. However, a First Lutheran pastor will officiate (administer vows and therefore sign the marriage license).



# A Christian Wedding Service



*"A man leaves his mother and father and  
clings to his wife, and they become one  
flesh."-Genesis 2:24*

A marriage involves much more than a wedding ceremony. It is the joining of two people, two lives, only to be separated in death. Marriage is fully giving all that you have to the other. Her joy is his. His sorrow is hers. Together, for richer or poorer, in sickness and in health, man and woman live together and for the other as long as they both shall live.

Understanding marriage as a gift defined and established by God makes the wedding ceremony take a certain shape. This ceremony is also giving God's word in Jesus Christ and God's blessing to marriage.

A wedding service at First Lutheran is foremost a Christian worship service, where God's word is preached, and where songs, hymns, and prayers are directed to God. Therefore, every worship service, including weddings, at First Lutheran gives:

- God's word of mercy and forgiveness
- Witnesses to the life of faith we lead as children of God
- Praise and thanks to God in Jesus Christ, to whom all glory is due

# Music for Ceremony

Because your wedding is a Christian service, songs are to express God's love for you and your families and reflect your response of praise to God.



Approximately four-six months before the wedding, you will meet with FLC's Director of Worship and Music, who will guide you in selecting appropriate music for the prelude, recessional, solos, and special music. Music in the service may be instrumental and/or vocal, performed on piano, organ, or other instruments such as strings, brass, keyboard, or guitar. It may be performed by a soloist or an ensemble. The music you select should contribute to the spirit of worship. It should express God's love and your response in praise and thanksgiving.

Arrangements concerning music and musicians should be made when you meet with the Director of Worship and Music. The FLC organist is expected to play at your wedding unless an alternative choice is approved in advance.



The Director of Worship and Music will also rehearse with any soloists if requested at rehearsal. We have numerous compositions suitable for processions and recessions, as well as for vocal solos.

Secular love songs are not appropriate for the wedding service. Such songs are more appropriate at the wedding reception. No recorded music will be permitted during the worship service.

We also invite you to consider including congregational singing so your family and friends can actively participate in this joyous occasion. Depending on the time of year, a hymn fitting the season of the church year can also be used.

# Rehearsal/Wedding Day Schedule

## Rehearsal

Wedding rehearsals are held Friday evenings. You may choose between 4 or 4:30 p.m. for your rehearsal. Please be sure your entire wedding party is on time for this run-through. Participants will be instructed on where to stand, what your responsibilities entail, and when your presence is required. It is simply a time to ensure the planning and details will work. Rehearsals typically last no longer than one hour.

## Day of Wedding

Couples have access to First Lutheran Church for up to 4.5 hours, including the ceremony. Separate rooms are provided for the wedding party.

Example: 3 p.m. ceremony

- Church available at 12 p.m.
- All participants and attendees out of the building by 4:30 p.m.

**All Sanctuary photographs must be taken before the ceremony.** Please refrain from taking flash photography during the ceremony.

# Marriage License

South Dakota law requires couples to secure a license to marry. Together, you need to apply for a license at the Register of Deeds for Minnehaha County or at any Register of Deeds in any county.

Please bring the marriage license to the church at least two weeks prior to the wedding. Please check the Register of Deeds website for all recommended items needed to secure a marriage license.

Note: In South Dakota, a marriage must be solemnized within 90 days of purchasing a license or it will become void. Once solemnized, the license must be returned to the Register of Deeds within 10 days. Please review your state's guidelines if you are from out of state.

# Alcohol and Drug Policy

Alcohol and drugs are prohibited on church property, including the parking lot. Pastors reserve the right to cancel the marriage service if alcohol or drugs are involved at the rehearsal or prior to the service. No smoking is permitted in the facility or on church property. The bride and groom are responsible for informing families and attendants of this policy.

